PLAINVILLE MUNICIPAL AIRPORT
CITY OF PLAINVILLE

SAMPLE
AIRPORT CERTIFICATION MANUAL

PLAINVILLE, MISSOURI

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Mel Bakersfeld
Airport Manager

FAA Approved

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Date:

AIRPORT CERTIFICATION MANUAL
PAGE REVISION LOG

The entire ACM was updated March 1, 1999. All pages revised since March 1, 1999 are listed below with the latest revision date.

Page	Date	Page	Date

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AIRPORT CERTIFICATION MANUAL
DISTRIBUTION LIST

The official file copy of the Airport Certification Manual is maintained in the Airport Manager's Office.

Copies or portions of the Airport Certification Manual, including all revisions and amendments, are distributed to the following:

FAA Note: List any departments, agencies or personnel responsible for airport certification related duties. (Ref. 139.207c).

Main Body of the ACM

1. (List Airlines)
2. FBO
3. Airport Maintenance Department
4. (List other Airport/City Dept. as appropriate)
5. ATCT
6. (Airway Facilities Field Office if on the airport)

Wildlife Hazard Management (Appendix A) in addition to Main Body of ACM:

1. Airport Manager's Office
2. Airport Maintenance
3. ATCT

Snow & Ice Control Plan (Appendix B):

1. Same Distribution as the Main Body of the ACM

Airport Emergency Plan Only (Appendix C):

1. (Local Mutual Aid Fire Departments)
2. (Local Law Enforcement Agencies)
3. (Local Hospitals, Ambulance Companies)
4. (Any other agencies with AEP responsibilities)

Airport Sign Plan (Appendix D) in addition to Main Body of ACM:

1. Airport Manager's Office
2. Airport Maintenance

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3. ATCT

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AIRPORT CERTIFICATION MANUAL
TABLE OF CONTENTS

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Date:

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Date:

AIRPORT CERTIFICATION MANUAL
TABLE OF CONTENTS-Continued

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SECTION 100 -- GENERAL

A. AREAS AVAILABLE FOR AIR CARRIERS

1. MOVEMENT AREAS AVAILABLE FOR AIR CARRIERS

The following movement areas are available for use by air carrier aircraft with over 30 passenger seats:

- Runway 2-20 and associated taxiways
- Runway 13-31 and associated taxiways

2. APRON AREAS AVAILABLE FOR AIR CARRIERS

- The Terminal Apron is the only apron available for air carrier aircraft with over 30 passenger seats.

3. AREAS NOT AVAILABLE FOR AIR CARRIERS

The following areas are not available for use by air carriers and are excluded from airport certification requirements:

- General Aviation Apron
- T Hangar area

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SECTION 111 -- EXEMPTIONS

A. EXEMPTIONS IN EFFECT

There are no exemptions in effect at Plainville Municipal Airport.

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SECTION 113 -- DEVIATION TO PART 139 REQUIREMENTS

A. DEVIATION

In an emergency condition requiring immediate action for the protection of life or property, involving the transportation of persons by air carriers, Plainville Municipal Airport may deviate from an operations requirement of Title 14 CFR part 139, Subpart D, to the extent required to meet the emergency.

B. REPORT

In the event of a deviation, the Airport Manager will submit a report in writing to the FAA as soon as practical within 14 days, stating the nature, extent, and duration of the deviation.

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SECTION 205 -- AIRPORT FAMILIARIZATION

A. ADDRESS

Mailing address: Plainville Municipal Airport
1900 Airport Road
Plainville, MO 65726

B. LOCATION

Plainville Municipal Airport is located approximately 8 miles west of downtown Plainville, in Smith County, Missouri.

C. AIRPORT OPERATOR

Plainville Municipal Airport is owned and operated by the City of Plainville.

D. RUNWAY AND TAXIWAY IDENTIFICATION SYSTEM

The runways at Plainville Municipal Airport carry the standard magnetic heading identification which are as follows:

Runway 2-20 – 150’ x 6500’
Runway 13-31 – 75’ x 4400’

Taxiways are identified by a single letter and include the following:

Taxiway A – Parallel to Runway 2-20
Taxiway B – Parallel to Runway 13-31
Taxiway C – Stub taxiway for Runway 13-31
Taxiways D, E, F – Stub Taxiways for Runway 2-20

E. APRONS

The apron areas at the airport are as follows:

GA Apron – 300’ x 900’
Terminal Apron – 300’ x 600’

F. AIRLINE SERVICE

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Airline service is provided by Northwest Airlink using Saab 340 aircraft with 34 seats and Jetstream 31 aircraft with 19 seats.

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SECTION 207 -- MAINTENANCE/AMENDMENT OF ACM

A. MAINTENANCE OF ACM

As required by 139.207, airport management will comply with the following:

1. Maintain the ACM current at all times. The Airport Manager is responsible for maintaining currency of the ACM.

2. Maintain the official copy of the ACM at the Airport Manager's Office.

3. Furnish an FAA approved and current copy of the ACM to the personnel directly responsible for implementation of the ACM.

4. Make the official copy of the ACM available for inspection by the FAA.

5. Provide the FAA with one complete and current copy of the ACM.

B. ACM REVISIONS

The following procedure is in effect for revisions to the ACM:

1. Two copies of the revision will be submitted to the following address:
   (FAA Central Region Address)
   Federal Aviation Administration
   Airports Division, ACE-625
   Safety and Project Support Section
   601 East 12th Street
   Kansas City, MO 64106

2. Amendments to the ACM are significant changes to the ACM concerning method of compliance to part 139 requirements and will be submitted prior to the effective date. Revisions will be submitted as needed to maintain currency.

3. The ACM Page Revision Log will be completed and submitted with the revision.

4. Each page of the revision, including the Page Revision Log, will have the date of the revision.

5. Upon FAA approval, copies of the approved revision will be made and distributed to holders of the Airport Certification Manual Listed on the Distribution List.

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SECTION 303 -- PERSONNEL

A. LINES OF SUCCESSION OF OPERATIONAL RESPONSIBILITY

The following is the lines of succession of airport operational responsibility:

Airport Manager
Administrative Assistant
Airport Maintenance Department Supervisor
Senior Airport Maintenance Technician
Airport Maintenance Personnel

B. PERSONNEL REQUIREMENTS

Plainville Municipal Airport will maintain sufficient qualified personnel to comply with the requirements of this Airport Certification Manual and the applicable sections of part 139.

C. KEY PERSONNEL

Mel Bakersfeld, Airport Manager
Tanya Livingston, Administrative Assistant
George Patroni, Airport Maintenance Supervisor
Sparky Anderson, ARFF Training Coordinator

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Date:

SECTION 305 -- PAVED AREAS

A. REQUIRED CONDITIONS OF PAVED AREAS

Airport pavement areas, including aprons, available for air carrier operations will be promptly repaired and maintained as follows:

1. Pavement edges will not exceed 3 inches difference in elevation between abutting pavement sections and between full strength pavement and shoulders.

2. Pavement will have no holes exceeding 3 inches in depth nor any hole the slope of which from any point in the hole to the nearest point at the lip of the hole is 45 degrees or greater as measured from the pavement surface plane, unless, in either case, the entire area of the hole can be covered by a 5” diameter circle.

3. The pavement will be free of cracks and surface variations which could impair directional control of air carrier aircraft.

4. Mud, dirt, sand, loose aggregate, debris, foreign objects, rubber deposits, and other contaminants will be removed promptly and as completely as practicable, except the associated use of materials such as sand and deicing solutions for snow and ice control.

5. Any chemical solvent that is used to clean any pavement area will be removed as soon as possible, consistent with the instructions of the manufacturer of the solvent.

6. Pavement will be sufficiently drained and free of depressions to prevent ponding that obscures markings or impairs safe aircraft operations.

B. MAINTENANCE OF PAVED AREAS

Corrective action will be initiated by Airport Maintenance personnel as soon as practical when any unsatisfactory conditions are found in the paved areas. Airport Maintenance personnel are responsible for correction of any unsatisfactory conditions on paved areas. If Airport Management determines that an uncorrected condition in a paved area is unsafe for aircraft operations, that portion of the airport will be closed to aircraft operation until the unsafe condition is corrected.

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SECTION 309 -- SAFETY AREAS

A. SAFETY AREA DIMENSIONS

(Use this paragraph if safety areas meet FAA standards)

Safety area dimensions conform to FAA standards in AC 150/5300-13, *Airport Design*. Safety area dimensions are as follows:

Runway 13-31 - 250 feet from centerline and 1000 feet off each end.
Runway 2-20 - 250 feet from centerline and 1000 feet off each end.
Taxiways - 85 feet from the centerline.

(Use this paragraph if safety areas do not meet FAA standards)

Safety areas are maintained at the dimensions that existed on December 31, 1987. If a runway or taxiway is reconstructed or a runway is extended, safety area dimensions will conform to FAA standards in AC 150/5300-13, *Airport Design*, to the extent practicable. Safety area dimensions are as follows:

Runway 13-31 - 250 feet from centerline and 1000 feet off each end.
Runway 2-20 - 250 feet from centerline, 1000 feet at the Runway 2 approach end, and 200 feet at the Runway 20 approach end.
Taxiways - 85 feet from the centerline, except for the east side of the Taxiway B safety area at the intersection with Taxiway D. A drainage ditch parallel to Taxiway D, on the south side, extends into the Taxiway B safety area to within 20 feet of the pavement edge. This drainage ditch existed on 1/1/88.

FAA Note: A map may need to be included as an attachment to depict the safety areas when they do not meet FAA safety area design standards.

B. REQUIRED CONDITIONS OF SAFETY AREAS

Safety area conditions are maintained as follows:

1. Each safety area is cleared and graded, and will be maintained free of potentially hazardous ruts, humps, depressions, or other surface variation.

2. Each safety area is drained by grading and storm sewers to prevent water accumulation.

3. Each safety area is capable under dry conditions of supporting aircraft rescue and firefighting equipment and the occasional passage of aircraft without

causing major damage. Manhole or duct access covers are constructed from steel of sufficient thickness and strength to support equipment and aircraft.

4. No objects are located in any safety area, except for objects that need to be located in the safety areas because of their function. The objects currently located in the safety areas because of their function are constructed on frangible mounted structures of the lowest practical height and are maintained so the frangible point is no higher than 3 inches above grade. Any future objects that will be located in the safety areas because of their function will be constructed on frangible mounted structures.

5. Safety areas will conform to dimensions acceptable to the FAA if any runways or taxiways are constructed, reconstructed, or extended.

C. MAINTENANCE OF SAFETY AREAS

Corrective action will be initiated by Airport Maintenance staff as soon as practical when any unsatisfactory conditions are found in the safety areas. The Airport Maintenance Department is responsible for correction of any unsatisfactory conditions in safety areas.

SECTION 311 -- MARKING AND LIGHTING

A. RUNWAY/TAXIWAY MARKINGS

Runways and taxiways are marked in accordance with Advisory Circular 150/5340-1G, *Standards for Airport Marking*. Runways and taxiways at the Plainville Municipal Airport are marked as follows:

Runway 2 - PIR
Runway 20 - NPI
Runway 13-31 - NPI
Taxiways - Taxiway centerlines, leadoff lines on normally used exits, continuous type edge markings along paved shoulders, and dashed type edge markings along the portion of Taxiway A which is contiguous to the Terminal Apron.

B. HOLD POSITION MARKINGS

The aircraft approach category/airplane design group for Runway 2-20 is C-V. All hold position markings are located 261 feet from runway centerline. The aircraft approach category/airplane design group for Runway 13-31 is B-IV. All hold position markings are located 250 feet from centerline. All hold position markings are highlighted in black to increase conspicuity.

C. LAND AND HOLD SHORT OPERATIONS (*Where Applicable*)

LAHSO hold positions are identified with a hold position marking and hold signs on both sides of the runways. During night operations, at least one hold sign must be functional and lighted for LAHSO to be conducted.

Existing LAHSO Until 6/9/2000

Runway	Hold Point	Designation
02	13/31	ACR Day & Non ACR Day/Night
13	2/20	Non ACR Day/Night

Planned LAHSO After 6/9/2000 If LAHSO Lighting is Installed on Runway 02

Runway	Hold Point	Designation
02	13/31	ACR Day/Night & Non ACR Day/Night
13	2/20	Non ACR Day

The improved LAHSO lighting system will be installed on Runway 2 prior to June 9, 2000. If not installed by June 9, 2000, ACR LAHSO will be discontinued until the

lighting system is installed and Non ACR night LAHSO will be discontinued July 17, 2000 until the lighting system is installed. A LAHSO lighting system will not be installed on Runway 13 and Non ACR Night LAHSO will be discontinued on July 17, 2000. If the hold point light bar system is installed on Runway 2 prior to June 9, 2000, consideration will be given to operating the hold point light bar system in the FAA configuration for ACR Night LAHSO, until the June 8th cut-over date to the Improved configuration.

D. AIRFIELD SIGNS

Taxiway guidance signs required by part 139.311(a)(3), holding position signs required by part 139.311(a)(4), and ILS hold position signs required by 311(a)(5), are installed in accordance with the Sign Plan included as Appendix D. The signs meet standards in AC 150/5340-18C, *Standards for Airport Sign Systems*, and sign specifications in AC 150/5345-44F, *Specifications for Taxiway and Runway Signs*.

E. RUNWAY/TAXIWAY LIGHTING

Runway lighting at Plainville Municipal Airport will be in accordance with standards in the current edition of AC 150/5340-24, *Runway and Taxiway Edge Lighting System*, to meet the specifications for the lowest approach minimums authorized for each runway. Runway and taxiway lighting at the airport is as follows:

Runway 2-20 - High Intensity Runway Lights (HIRL)
Runway 13-31 - Medium Intensity Runway Lights (MIRL)

Runway lights are split white/amber to mark the caution zone on the last 2000 feet of each end of all runways.

Taxiway edge lighting is installed on all taxiways available for air carrier operations.

FAA Note: Airports with runway centerline lights and touchdown zone lights will also need to reference meeting standards in AC 150/5340-4C, Installation Details for Runway Centerline and Touchdown Zone Lighting Systems. Airports with Surface Movement Guidance and Control System (SMGCS) required lighting will need to reference meeting standards in AC 150/5340-28, Low Visibility Taxiway Lighting Systems.

F. AIRFIELD GENERATOR *(If available)*

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To ensure a constant source of power for airfield lighting, the City maintains a diesel generator as a secondary power source to commercial power for Runway 2-20 lighting and NAVAIDs.

G. NAVAIDS

NAVAIDS at the Plainville Municipal Airport, provided and maintained by the airport, are as follows:

- Runway 13 - REIL

FAA owned and maintained NAVAIDS at the Plainville Municipal Airport are as follows:

- Runway 2 - ILS and VASI
- Runway 20 – ODAL and VASI
- Runway 13 - PAPI

H. OBSTRUCTION LIGHTING

Lighted obstructions on the airport which are maintained by the airport are as follows:

1. Airport beacon
2. Primary wind cone
3. Pavement sensor system RPU
4. Supplemental wind cone at the south end of Runway 2.
5. (List any other lighted obstructions)

Lighted obstructions on the airport which are maintained by the FAA are as follows:

1. Localizer antenna (2)
2. Glide Slope (2)
3. ATCT (2)

Lighted obstructions on the airport which are maintained by the Weather Service are as follows:

1. Weather instruments tower on the east side of the airport.

I. AIRPORT BEACON

The airport is equipped with a rotating beacon with a green and white lens, located on the south edge of the GA Apron.

J. OTHER AIRPORT LIGHTING

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All other lighting on the airport for aprons, parking areas, roadways, fuel storage areas, and buildings, is adjusted or shielded to prevent interference with air traffic control and aircraft operations.

K. MAINTENANCE OF MARKING & LIGHTING

Each marking and lighting system installed on the airport that is owned by the airport will be properly maintained by cleaning, replacing, or repairing any faded, missing, or nonfunctional item. Marking and lighting items will also be maintained unobscured, clearly visible, and each item will provided an accurate reference to airport users. In addition, each lighting system will be maintained at least to the minimum operational criteria listed in Appendix 1, Table 7, of AC 150/5340-26, *Maintenance of Airport Visual Aid Facilities*. The operating limits for lighting systems before a system is considered inoperable are as follows:

Runway edge lights
- 85% operable for Cat 1 or lower
- 95% operable for Cat 2 & 3 *(If applicable)*

Runway centerline lights *(If installed)*
- 95% operable

Runway TDZ lights *(If installed)*
- 90% operable

Runway end/threshold lights
- 75% operable (No more than two lights inoperable at any runway end)

Taxiway edge lights
- 85% operable

Taxiway centerline lights *(If installed)*
- 90% operable

In order to provide continuity of visual guidance, the allowable percentage of inoperable lights will not be in such a way as to alter the basic pattern of the lighting system. Corrective action will be initiated by Airport Maintenance personnel when any unsatisfactory conditions are found in the marking or lighting systems. If the above operating limits cannot be maintained, and airport management determines that the outage may not provide an accurate reference to airport users, information concerning the outage will be disseminated locally to the ATCT and airlines. If an entire lighting system is inoperable or out of service, a NOTAM will be issued in accordance with procedures in Section 339 of this Manual.

FAA Note: AFSS will no longer accept NOTAMs for partial light outages, inoperable signs, etc. In these situations, airport conditions not in accordance

with FAA maintenance criteria should be disseminated locally to the ATCT and airlines to meet requirements of 139.339(a) and 139.339(c)(9).

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SECTION 317 -- AIRCRAFT RESCUE & FIREFIGHTING EQUIPMENT

A. AIRPORT INDEX

The ARFF Index at the Plainville Municipal Airport is Index A, based on air carrier aircraft service by:

ATR-42
Saab 340
Beech 1900

Index B level ARFF equipment is available upon request and a remark is published in the Airport/Facility Directory (AF/D) for prior arrangements.

B. AIRPORT RESCUE & FIREFIGHTING EQUIPMENT

ARFF equipment at Plainville Municipal Airport consists of the following:

1. Primary ARFF Vehicle
   1986 E-One Titan III Crash Truck
   - 1500 gallons water
   - 190 gallons 3% AFFF
   - 500 lbs Purple K Dry Chemical
   - 750 gpm roof turret
   - 250 gpm bumper turret

2. Backup Firefighting Equipment:
   1978 Fire Boss Skid Unit
   - 100 gallons premix AFFF
   - 450 lbs potassium base dry chemical

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SECTION 319 -- AIRCRAFT RESCUE & FIREFIGHTING OPERATIONS

A. ARFF PERSONNEL

ARFF operations are provided by the Airport Maintenance Department. Eight personnel are designated as ARFF personnel with at least one firefighter on duty at the airport fire station during air carrier operations. ARFF personnel are equipped with aluminized protective clothing and self contained breathing apparatus meeting National Fire Protection Association (NFPA) standards.

B. ARFF HOURS OF OPERATIONS

ARFF operations are provided from 7:00 a.m. until 7:00 p.m. to cover all air carrier operations. If a flight is operating late, ARFF operations will continue until 15 minutes after departure of the last flight. ARFF hours are published in the AF/D. In addition, the AF/D states that 48 hours prior permission is required for unscheduled air carrier operations with over 30 passenger seats.

C. VEHICLE COMMUNICATIONS, MARKING, & LIGHTING

The ARFF Vehicles are equipped with ground control/CTAF frequency radios and FM radios for communicating with the Plainville Emergency Communications Center, Fire Department, and on the Airport frequency.

The ARFF vehicles are lime-green in color and are both equipped with red beacons and reflective striping to contrast with the background and optimize nighttime visibility.

D. VEHICLE COVER & MAINTENANCE

ARFF vehicles are housed in a heated fire station adjacent to the Terminal Apron.

ARFF vehicles are maintained so as to be operationally capable of performing their intended functions. Scheduled service inspections and routine maintenance is performed by the Airport Maintenance Department. Maintenance or repairs which cannot be accomplished at the airport are completed at the Public Works department or a local truck dealer.

If the primary ARFF vehicle becomes inoperative to the extent that it cannot perform its required functions, the backup vehicle will be used to maintain Index A requirements. In the unlikely event that both ARFF vehicles become out of service, the Airport Manager will notify the FAA Airports Division to coordinate FAA approved replacement equipment from the City Fire Department. During non-business hours notification will

be made to the FAA Regional Operations Center. The Airlines will also be notified in accordance with Section 339 of this manual if Index A level ARFF equipment is temporarily not available. Arrangements will be made with the City Fire Department to provide a temporary replacement firefighting vehicle that is acceptable to the FAA.

In the event that replacement fire fighting equipment is not available, the Airport Manager, or his designated representative will close the airport to air carrier operations with over 30 passenger seats after 48 hours.

E. ARFF VEHICLE RESPONSE CAPABILITY

The ARFF Vehicle is capable of responding from the Airport Fire Station to the mid-point of Runway 2-20 within 3 minutes from the time of the alarm, and begin discharging extinguishing agent.

F. ARFF TRAINING

ARFF personnel participate in initial and annual recurrent in accordance with training objectives addressed in AC 150/5210-17, *Programs for Training of Aircraft Rescue and Firefighting Personnel*. The ARFF Training Coordinator is responsible for administering the ARFF training program and maintaining records.

ARFF personnel participate in a live-fire drill annually at the DFW Regional Training Facility.

Training records are maintained at the Airport Fire Station.

G. BASIC EMERGENCY MEDICAL TRAINING

ARFF personnel are required to be trained and current basic emergency medical care, which includes 40 hours of training covering the following areas:

1. Bleeding
2. Cardiopulmonary Resuscitation (CPR)
3. Shock
4. Primary Patient Survey
5. Injuries to the Skull, Spine, Chest, and Extremities
6. Internal Injuries
7. Moving Patients
8. Burns
9. Triage

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Classes are conducted periodically at the University Medical Center. ARFF personnel attend the Basic Emergency Medical Care Course every two years to maintain State currency requirements. ARFF personnel also attend CPR classes annually to maintain currency in CPR. At least one of the ARFF personnel qualified in basic emergency medical care is on duty during air carrier operations.

FAA Note: If personnel are EMT qualified or have been trained in the DOT First Responder Course, listing the required subjects would not be necessary. The manual should just indicate that personnel are EMT qualified or have attended the DOT First Responder Course.

H. EMERGENCY ALERTING SYSTEMARFF personnel are alerted of existing or impending aircraft emergencies by the following alerting system:

I. EMERGENCY ACCESS ROADS

There are no emergency access roads at Plainville Municipal Airport.

FAA Note: Emergency access roads are those which are necessary to meet response requirements, or AIP funded roads in runway safety areas which were justified on the basis of ARFF access. These roads must be designated as emergency access roads and maintained for all weather conditions.

J. OFF AIRPORT OR OTHER EMERGENCY RESPONSE OF ARFF EQUIPMENT

Index A requirements are maintained in the event of an off airport or other emergency response with one of the ARFF vehicles. In the event of an off airport response, or other type emergency response where the 3 minute ARFF response cannot be maintained, the responding firefighter will notify other maintenance staff by radio or phone to immediately report to the Airport Fire Station to provide Index A coverage with the backup ARFF vehicle. In the event that Index A ARFF capability cannot be temporarily provided, the Airport Manager or Administrative Assistant will immediately notify the airlines and issue a NOTAM stating that ARFF equipment is temporarily not available due to off airport or other emergency response. During non-business hours, the responding firefighter will issue a NOTAM by radio or phone to the ATCT or AFSS and request notification to the airlines. During any off airport or other emergency response, ARFF equipment will return to service as soon as practical.

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SECTION 321 -- HAZARDOUS MATERIALS

A. FUELING AGENTS

The following fueling agents operate at the airport:

1. Midwest Aviation

B. FIRE SAFETY FUEL HANDLING STANDARDS

Fire safety fuel handling standards have been established at Plainville Municipal Airport and a copy of the standards has been provided to all fueling agents including self fuelers. The fire safety standards are as follows:

Fuel Storage Areas and Unloading/Loading Stations

1. Fuel storage areas will be fenced, locked when unattended, and posted with signs to reduce chance of unauthorized entry and/or tampering.

2. Fuel storage areas and unloading/loading stations will be posted with "No Smoking" signs.

3. Fuel storage areas and unloading/loading stations will be free of materials, equipment, functions, and activities that could be ignition sources.

4. Piping will be underground or reasonably protected from damage by surface vehicles.

5. Fuel storage areas and unloading/loading stations will be equipped with a minimum of two accessible fire extinguishers, at least 20lbs-BC rated.

6. Electrical equipment, switches, and wiring in fuel storage areas and unloading/loading stations will be explosion proof and reasonably protected from heat, abrasion, or impact which could cause an ignition source.

7. Piping, filters, tanks, and electrical components will be electrically bonded together and interconnected to an adequate ground.

8. Unloading/loading stations will be equipped with bond/ground wire with appropriate clip for grounding tankers and mobile fuelers.

9. Loading stations will be equipped with a deadman control feature.

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10. Loading stations will be equipped with a boldly marked emergency cutoff capable of stopping all fuel flow with one physical movement.

Mobile Fuelers

11. Mobile fuelers will be marked with letters at least 3 inches high on all sides to show flammability, and display standard hazardous material placards. A "NO SMOKING" sign will be posted in the cab. Smoking equipment such as cigarette lighters and ash trays shall not be provided.

12. Mobile fuelers will be equipped with a minimum of two fire extinguishers, at least 20lbs-BC rated, each accessible from a different side.

13. Mobile fuelers will be equipped with a system capable of overriding all other controls and stopping all fuel flow with one physical movement. Emergency fuel cutoffs should be boldly marked. Mobile fuelers will also be equipped with a tank bottom outflow cutoff valve that can block fuel flow in the event of piping rupture or valve failure.

14. Fuel tanks on mobile fuelers will be equipped with gasket dome covers, which contain an emergency vapor pressure relief valve and are adequate to prevent fuel spillage during vehicle movement.

15. Electrical equipment, switches, and wiring in mobile fuelers, will be explosion proof and be reasonably protected from heat, abrasion, or impact which could be an ignition source.

16. Mobile fuelers will be equipped with bonding wires/clamps to facilitate prompt, definite electrical connection to the aircraft being fueled.

17. Fuel systems on mobile fuelers will have electrical continuity between all metallic or conductive components.

18. Fuel system piping on mobile fuelers and cabinets will be reasonably protected from impact/stress that could cause fuel spillage.

19. All nozzles on mobile fuelers will be controlled by a deadman flow cutoff feature.

20. Mobile fuelers will be equipped with a spark arrestor and leak-free exhaust system terminating in a standard baffled muffler. Mobile fuelers will contain no feature that would allow fuel or concentrated fumes to contact the exhaust system if overfilled.

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Fueling Personnel & Staff Will:

21. Ensure that appropriate clothing is worn. Garments shall be made of fabric other than silk, polyesters, nylon with wool, or other static generating fabrics. Shoes shall not contain taps, hobnails, or other material that could generate sparks on pavement.

22. Ensure that matches or cigarette lighters are not carried, that could become an ignition source if operated, bumped, hit, or dropped.

23. Ensure that fueling is performed only outside, never in a building.

24. Ensure that mobile fuelers are never parked closed than 10 feet from each other or closer than 50 feet from a building.

25. Ensure that all fuel systems and mobile fuelers are bonded between aircraft, tankers, or fuelers, before commencing and during all fuel transfer operations.

26. Ensure that before opening any aircraft or mobile fueler tank or commencing any fueling operation, and at all times during fuel transfer, a bonding wire is connected between mobile fueler and loading station or between fueler and the aircraft being fueled.

27. Ensure that all fueling equipment is in good operating condition and free of fuel leaks prior to use.

28. Ensure that all fuel storage areas and equipment is kept neat and free of trash or debris that could contribute to the spread of fire.

29. Ensure that all fire extinguishers are sealed, charged, and inspected annually.

30. Ensure that fuel service operations are suspended when there are lightning discharges in the immediate vicinity of the airport.

C. TRAINING STANDARDS

1. A supervisor with Midwest Aviation has completed an aviation fuel training course in fire safety.

2. All other employees with Midwest Aviation, who fuel aircraft, accept fuel shipments, or handle fuel, will receive at least on-the-job training in fire safety

from the supervisor who has completed an aviation fuel training course in fire safety acceptable to the Administrator. All new employees with Midwest Aviation will receive on-the-job training in fire safety from a qualified supervisor during their initial training program.

3. All fueling agents, engaged in handling and dispensing fuel at the airport, will certify to airport management, by letter prior to January 1 of each year, that the above training standards have been accomplished. Those records will be maintained in the Airport Manager office.

D. QUARTERLY INSPECTIONS OF FUELING FACILITIES

Airport Maintenance personnel conduct quarterly inspections of the FBO fuel storage areas, mobile fuelers, and fuel cabinets for compliance to the above Airport Fire Safety Fuel Handling Standards. Quarterly inspections are conducted on or near January 1, April 1, July 1, and October 1, of each year. Follow-up inspections will be conducted when unsatisfactory items are found. Sample checklists used by Airport Maintenance personnel when conducting quarterly and follow-up inspections are included as Attachments 321-1 and 321-2. Inspection records are maintained in the Airport Manager's office for at least 12 months.

All fueling agents engaged in handling and dispensing aviation fuel are required by local Fire Code to take immediate corrective action be taken whenever notified of noncompliance with any of the Airport Fire Safety Fuel Handling Standards. If corrective action cannot be accomplished within a reasonable period of time, the Airport Manager will notify the FAA at:

(FAA Central Region Address)
Federal Aviation Administration
Airports Division, ACE-625
Safety and Project Support Section
601 E. 12th Street
Kansas City, MO 64106

Phone (816) 426-4722/4721/4724 (During Normal Business Hours)

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Date:

Attachment 321-1
Quarterly Inspection Checklist of Fuel Storage Facilities

FAA Approved

Date:

Attachment 321-2
Quarterly Inspection Checklist for Mobile Fuelers

FAA Approved

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Date:

SECTION 323 -- TRAFFIC & WIND INDICATORS

A. WIND CONES

The lighted primary wind cone is located north of the airport terminal building on the other side of Runway 2-20.

B. SEGMENTED CIRCLE

Plainville Municipal Airport has a segmented circle around the primary wind cone. There are no right hand traffic patterns.

C. MAINTENANCE

The segmented circle and wind cones are inspected each day during the morning Safety Inspection conducted by Airport Maintenance personnel.

The segmented circle and wind cones will be maintained clearly visible and functional. Corrective action will be initiated by Airport Maintenance personnel as soon as practical when any unsatisfactory conditions are found with the segmented circle or wind cone.

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SECTION 325 -- AIRPORT EMERGENCY PLAN

A. AIRPORT EMERGENCY PLAN (AEP)

An Airport Emergency Plan has been developed and is included as Appendix C.

B. TRAINING OF AIRPORT PERSONNEL

All airport personnel having duties and responsibilities under the AEP are properly trained and familiar with their assignments.

C. ANNUAL REVIEW OF THE AEP

A review of the AEP is conducted at least every 12 months to ensure that the AEP is current and all parties with whom the plan is coordinated are familiar with their responsibilities. All of the agencies involved in the AEP are invited to participate in either an annual review meeting at the airport or table top exercise.

C. TRI-ANNUAL FULL-SCALE EXERCISE OF THE AEP

A full-scale exercise of the AEP will be conducted every three years. The full-scale exercise will involve, to the extent practicable, all mutual aid participants and a reasonable amount of emergency equipment. The purpose of the exercise will be to test the effectiveness of the AEP through a response of the airport and its mutual aid to an aircraft accident at the airport, and to familiarize emergency personnel with their responsibilities in the plan.

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SECTION 327 -- SELF-INSPECTION PROGRAM

A. FREQUENCY OF INSPECTIONS

Safety inspections are conducted daily by Airport Maintenance personnel. Additional safety inspections will be conducted whenever required by the following circumstances:

1. During and after construction activity.
2. During rapidly changing meteorological conditions.
3. Immediately after any incident or accident.
4. After any other unusual condition on the airport.

An inspection checklist will be completed to document any special inspections except for surface condition checks, which are documented on NOTAM forms.

B. RECORDS

A copy of the Airport Safety Inspection Checklist used to document inspections is included as Attachment 327-1. Inspection records will be kept on file in the Airport Manager's office for at least six months. Inspection records will show the conditions found and all corrective actions taken.

C. TRAINING

The Airport Maintenance Department Supervisor is responsible for training the safety inspection personnel to ensure that qualified personnel perform the inspections. In addition to On-The-Job Training, a training program has been established and includes initial and recurrent training in the following subjects:

1. Part 139
2. Airport Certification Manual procedures
3. Airport Familiarization
4. Inspection Techniques and Record Keeping
5. AC 150/5200-18B, *Airport Safety Inspection*
6. Advisory Circulars for Marking, Lighting, and Sign Standards
7. Ground Vehicle Operations and Communications

D. REPORTING SYSTEM

Unsatisfactory conditions listed below in Paragraph E, that are noted during safety inspections, will be recorded on the inspection checklist for prompt corrective action by the Maintenance Department. Unsatisfactory conditions that cannot be promptly

corrected will be disseminated by NOTAM if determined potentially unsafe by the Airport Manager or his designated representative. If AFSS will not accept the NOTAM, information on the potentially unsafe condition will be disseminated locally to the ATCT and airlines. Any airport tenants affected by a potentially unsafe condition will receive a faxed copy of the NOTAM/Condition Report issued, or be notified in person or by phone. Unsatisfactory conditions on FAA NAVAIDs will be reported to the Airway Facilities Field Office. If unsatisfactory conditions on FAA NAVIDS continue to exist after notification, the Airport Manager will notify the FAA airport certification staff.

E. AREAS INSPECTED DAILY AND UNSATISFACTORY CONDITIONS NOTED

Pavement Areas

1. Pavement lips exceeding 3 inches.
2. Holes exceeding 3 inches deep and 5 inches across.
3. Cracks or surface variations which could impair directional control of aircraft.
4. Presence of snow, ice, slush, standing water or ponding.
5. Presence of mud, excessive sand, loose aggregate, rubber deposits, or other debris.

Safety Areas

1. Potentially hazardous ruts, depressions, humps, erosion, or other surface variations.
2. Objects in safety areas, other than those required by function.
3. Mounting bases on authorized objects in safety areas in which the frangible point exceeds 3 inches above grade, including FAA NAVAIDs.
4. Ponding of water or plugged drains.
5. Removed or missing manhole covers.
6. Snowbanks in such a height that all air carrier propellers, engine pods, and wingtips will not clear the snowbanks when the aircraft's landing gear located at any point along the full strength edge of the pavement.

Pavement Markings

1. Markings which are not clearly visible and in good condition.
2. Markings which are not in accordance with standards in AC 150/5340-1G.

Guidance Signs

1. Signs not in accordance with the Sign Plan.
2. Signs not in accordance with standards in AC 150/5340-18C.
3. Signs not in accordance with specifications in AC 150/5345-44F.
4. Inoperable lighting.
5. Damaged, missing, or obscured signs.

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6. Missing or nonfunctional LAHSO hold sign.
7. Concrete base or frangible point more than 3 inches above grade.

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Hold Positions

1. Signs not in accordance with standards in AC150/5340-18C & 150/5345-44F.
2. Marking not in accordance with standards in AC 150/5340-1G.
3. Hold markings not clearly visible.
4. Damaged, missing, inoperable, or obscured hold signs.
4. Damaged, missing, inoperable, or obscured LAHSO hold signs.

Lighting

1. Lights not in accordance with standards in AC 150/5340-24.
2. Lighting systems not maintained in accordance with Appendix 1, Table 7 of 150/5340-26.
3. Lights obscured, dirty, missing, or out of adjustment.
4. Inoperable lighting system.
5. Pilot Control Lighting system inoperable.
6. More than 15% of lights out on runway edge light system for Cat 1 or lower.
7. More than 5% of lights out on runway edge light system for Cat 2 or 3.
8. Two or more runway edge lights out in a row. (Missing fixtures at intersections are counted as inoperable lights.)
9. More than 5% runway centerline lights out.
10. More than 10% TDZ lights out.
11. Two or more threshold/runway end lights out on any runway end.
12. More than two adjacent taxiway lights out/more than 15% out in a taxiway system.
13. More than 10% taxiway centerline lights out in a taxiway system.
14. Inadequate shielding of apron, parking, and roadway lighting.

NAVAIDS

1. Inoperable rotating beacon.
2. Inoperable NAVAIDS, including radio controlled operation.
3. Inoperable lighting on wind direction indicators.
4. Deteriorated, faded, or stuck wind sock.
5. Segmented circle not clearly visible or obscured.
6. Objects, vegetation, or snow that may affect NAVAID signals.

Obstructions

1. Inoperable obstruction lights.
2. New construction nearby which may affect aircraft operations or NAVAIDS.

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Fueling Operations (Periodic)
1. Inoperable bonding cables/clips.
2. Fire extinguishers missing on mobile fuelers and at the fuel farm.
3. Fire extinguishers not sealed, charged, and in place.
4. Fuel leaking.
5. Fuel farm or fuel storage areas unlocked.
6. "No Smoking" signs missing.
7. Presence of trash or weeds in fuel storage area.

Airfield Construction Areas
1. Barricades not in place or too high to provide adequate clearance for aircraft.
2. Warning lights inoperable.
3. Marking of construction vehicle routes inadequate.
4. NOTAMS not current.
5. Construction equipment parked or operating in unauthorized areas.
6. Marking, lighting, or sign systems being installed contrary to FAA standards.

Fencing
1. Perimeter fencing down, gates open, or signs missing.
2. Apron fencing down, gates open, or signs missing.

Wildlife Hazards
1. Presence of birds, deer, coyotes or other wildlife that could affect safe operations of air carrier aircraft.

Attachment 327-1
Safety Inspection Checklist

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Date:

SECTION 329 -- GROUND VEHICLE OPERATIONS

A. AUTHORIZED GROUND VEHICLES

Ground vehicles, authorized by the Airport Manager, to operate on movement areas and safety areas at the Plainville Municipal Airport are limited only to those vehicles necessary for airport operations and include the following type vehicles:

1. Airport owned vehicles equipped with ATCT/Unicom radio. Airport owned vehicles are equipped with a roof top beacon.

2. FAA Airway Facility vehicles authorized for maintenance of FAA NAVAIDs.

3. Authorized construction vehicles.

Other individuals who need access to the movement areas are escorted by qualified personnel or required to attend the airport's ground vehicle training session prior to operating a vehicle on the aircraft movement area. Copies of the airport ground vehicle procedures are distributed to all employees authorized to operate a vehicle on movement areas or areas adjacent to movement areas.

B. GROUND VEHICLE TRAINING

To ensure that employees, tenants, and contractors are familiar with the ground vehicle procedures and consequences of noncompliance, the following training program has been established at the airport:

1. The training program for ground vehicle operators consists of a two tiered level. The Airport Maintenance Supervisor is responsible for training employees authorized to operate a vehicle on the movement areas. Employees authorized to operate on the apron only must attend an orientation training session on the applicable ground vehicle rules and procedures and the consequences of noncompliance. Employees authorized to operate on the movement area are required to participate in a more extensive training program which includes on-the-job training and the following subjects:

    a. Review of the Airport's Ground Vehicle Operations Manual.

    b. Review of the Airport ground vehicle procedures and consequences of noncompliance to the ground vehicle procedures.

    c. Viewing ground vehicle training videotapes.

d. Airport familiarization and aircraft operations.

C. VEHICLE ACCESS CONTROL

Access onto the apron is controlled by gates and signs. Access through outer perimeter gates is controlled by padlocks. Only persons authorized by the Airport Manager are issued keys. "No Trespassing - Violators will be Prosecuted" signs are posted on all gates including outer perimeter gates.

D. PROCEDURES FOR GROUND VEHICLE OPERATIONS

A Letter of Agreement with the ATCT contains procedures for air traffic control of the airport movement area and is included at Attachment 329-1. Additional ground vehicle procedures are as follows:

1. Ground vehicles at the Plainville Municipal Airport are required to operate under the procedures established by the Airport Manager.

2. Operators of any radio equipped vehicles on the movement areas must be trained and familiar with airport radio procedures prior to operating on movement areas. The vehicle beacon, if equipped, will be operated at all times while on movement areas.

3. Vehicle operators must obtain ATCT clearance before operating on the movement area and prior to operating on active runways or in runway safety areas.

4. During periods when the ATCT is closed, vehicle operators shall stop at all hold lines and visually check both approaches before they cross or enter an active runway. Operators will announce their intentions on the Unicom radio, when operating on or near the runways.

5. Vehicle operators at all times must monitor the radio when on movement areas and safety areas adjacent to the movement areas.

6. The direction of travel on runways will generally be with the wind, when practical, in order to provide better viewing of the runway approach.

7. Aircraft have the right-of-way on movement areas and aprons. Vehicles are required to yield to all moving aircraft.

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8. Movement areas or areas adjacent to movement areas under construction will be closed to aircraft operations if possible. Construction equipment which must operate on active movement areas will be controlled by flag person or radio equipped escort vehicle. Operators of construction equipment will be briefed on their procedures for operating on or near movement areas.

FAA Note: Additional procedures may be required for specific airport needs. The Letter of Agreement with the ATCT for control of airport movement area is expected to be incorporated into the manual as an attachment or appendix.

E. CONSEQUENCES OF NON-COMPLIANCE

Enforcement of the ground vehicle regulations applicable to airport employees, tenants and contractors, shall be handled by the Airport Manager or his designee. The Airport Manager will take appropriate enforcement action depending on the nature and severity of the offense. The following enforcement actions are available at the discretion of the Airport Manager:

1. Oral reprimand
2. Written reprimand or warning letter
3. Recurrent training
4. Loss of authorization to operate a vehicle on the apron or movement area..
5. Personnel actions for City employees

F. ACCIDENT RECORDS

Any Airport records of accidents or incidents on movement areas, involving air carrier aircraft and/or ground vehicles, will be made available on request to the FAA.

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Date:

Attachment 329-1
ATCT Letter of Agreement for Control of Airport Movement Area

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Date:

SECTION 331 -- OBSTRUCTIONS

A. GENERAL

The Plainville Municipal Airport will ensure that each object within the authority of the airport which penetrates an FAR Part 77 imaginary surface, is either removed, marked, or lighted unless determined to be unnecessary by an FAA aeronautical study.

B. OBSTRUCTIONS

Obstructions to FAR Part 77 surfaces which are listed in Section 311 of this Manual. Obstruction lights are inspected daily periodic night inspections conducted by the Airport Maintenance Personnel. Inoperable obstruction lights owned by the Airport will be repaired by the Airport Maintenance Department. The Airport Manager will notify the appropriate owner of inoperable obstruction lights not under Airport responsibility.

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SECTION 333 -- PROTECTION OF NAVAIDS

A. REVIEW OF CONSTRUCTION PLANS

All construction plans including construction equipment to be used, on or near the airport, will be submitted to the FAA with Form 7460-1, Notice of Proposed Construction or Alteration, when any of the following conditions are present:

1. Any construction or alteration is on airport property.

2. Any construction, alteration, or equipment is in an instrument approach area.

3. Any construction, alteration, or construction equipment is more than 200 feet above ground level.

4. Any construction, alteration, or equipment penetrates a FAR Part 77 imaginary surface.

FAA Form 7460-1 will be submitted, at least 30 days prior to the proposed date of construction or alteration, to the appropriate Regional address listed at the bottom of the first page of the form.

No facilities will be constructed on the airport that, when determined by the FAA, would derogate the operation of an electronic or visual NAVAID or air traffic control facilities. The Airport Manager will notify the FAA if aware of any changes in construction plans or equipment.

B. CONSTRUCTION

Utility plans for airport utilities are on file in the Airport Manager's office. The location of any airport utility lines in the areas of construction will be marked by Airport Maintenance personnel prior to the start of construction. Utility lines for NAVAIDS and ILS critical areas will be marked by the contractor under the direction of the Airport Manager or local FAA Airways Facilities personnel. Airport Maintenance staff are responsible for monitoring construction activity on the airport to prevent the interruption of visual and electronic signals of NAVAIDS.

C. PROTECTION AGAINST VANDALISM

All NAVAIDS are located on airport property within the perimeter fence and are protected against vandalism and theft by the fence.

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D. INTERRUPTION OF VISUAL AND ELECTRONIC SIGNALS OF NAVAIDS

Interruption of visual and electronic signals of NAVAIDS is prevented, insofar as it is within the Airport's authority. ILS critical areas have been identified by signs and ground vehicle procedures have been established to prevent inadvertent entry into a critical area by a vehicle. In addition, Airport Maintenance personnel maintain the height of grass and snow in ILS critical area below levels that may affect electronic signals of NAVAIDS.

SECTION 335 -- PUBLIC PROTECTION

A. FENCING

The airport apron areas are enclosed with four foot chain link fence. The outer perimeter is enclosed with farm fence. Fencing at the airport meets FAR Part 107 requirements and will prevent inadvertent entry onto airport property by persons or vehicles. Signs restricting access are posted on all gates and at regular intervals around the perimeter. The airport has established procedures in the Airport Security Program to keep outer perimeter gates closed and locked.

B. ACCESS CONTROL

Access onto apron areas is limited to persons who have a need. Procedures for controlling access onto apron areas are included in the FAA approved Airport Security Program.

C. AIRCRAFT BLAST PROTECTION

Plainville Municipal Airport does not have a problem from aircraft blast. If an aircraft blast problem develops in the future, procedures will be established and blast fence installed, if needed, to provide reasonable protection of persons and property.

D. INSPECTION AND MAINTENANCE

Perimeter fencing, gates, and signs are inspected during the daily safety inspection. Gates will be closed and locked if found open and recorded on the inspection checklist. The Airport Manager will follow up at the tenant with control responsibility. The Airport Maintenance Department is responsible for maintaining fencing.

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Date:

SECTION 337 -- WILDLIFE HAZARD MANAGEMENT

A. GENERAL

Airport personnel will take immediate measures to alleviate wildlife hazards whenever they are detected or reported.

B. EVENTS TRIGGERING A WILDLIFE HAZARD ASSESSMENT

The Airport Manager will arrange for a Wildlife Hazard Assessment to be conducted by USDA Wildlife Services or a wildlife biologist with a State agency when any of the following events occurs on the airport or within 10,000 feet of the airport:

1. An air carrier aircraft experiences a multiple bird strike or engine ingestion.

2. An air carrier aircraft experiences a damaging collision with wildlife other than birds.

3. Wildlife is observed to have access to any airport movement area or flight pattern, in a size or in numbers capable of causing one of the above events.

If one of the above events occurs, the Airport Manager will notify the FAA Airport Certification and Safety staff.

C. COMPLETION OF A WILDLIFE HAZARD ASSESSMENT

The Wildlife Hazard Assessment conducted at the airport will contain the following:

1. Analysis of the event which prompted the Wildlife Hazard Assessment.
2. Identification of the species and numbers.
3. Identification of the locations of the species and local movements.
4. Identification of daily and seasonal occurrences of wildlife observed.
5. Identification and location of features on and near the airport that attract wildlife.
6. Description of the wildlife hazard to air carrier operations.

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D. FAA REVIEW OF WILDLIFE HAZARD ASSESSMENT

The report from the Wildlife Hazard Assessment will be submitted to the FAA for review to determine if a Wildlife Hazard Management Plan is needed. In addition to the Wildlife Hazard Assessment, the need for a Wildlife Hazard Management Plan will also be determined by the airport aeronautical activity, and the views of airport management and airport users.

E. WILDLIFE HAZARD MANAGEMENT PLAN

If the FAA determines that a Wildlife Hazard Management Plan is needed at the Plainville Municipal Airport, the airport will formulate a plan and submit it to the FAA for approval, as an amendment to the Airport Certification Manual. The Wildlife Hazard Management Plan will be included in the ACM as Appendix A and implemented upon FAA approval.

FAA Note: Appendix A of this Sample ACM contains an outline of the contents required to be addressed in a Wildlife Hazard Management Plan.

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Date:

SECTION 339 -- AIRPORT CONDITION REPORTING

A. AIRFIELD SURFACE CONDITION CHECKS

Airport Maintenance personnel conduct surface condition checks during snow and ice conditions. Friction surveys are conducted using a Tapley decelerometer. A minimum of three friction surveys are conducted in the touchdown, midpoint, and roll out zones for each runway in the direction of landing and the MU values are averaged for each zone. MU values below 40 are disseminated utilizing the NOTAM system. Snow and ice conditions are recorded on the NOTAM form and reported to the ATCT or AFSS.

B. PERSONNEL AUTHORIZED TO ISSUE NOTAMS

Airport personnel in the following positions are authorized to issue NOTAMS to the AFSS, or disseminate airport conditions locally to the ATCT and airlines:

1. Airport Manager
2. Administrative Assistant
3. Airport Maintenance Supervisor
4. Airport Maintenance Technicians

Names of the personnel authorized to issue NOTAMs are supplied to the AFSS and kept current.

C. CONDITIONS REQUIRING A NOTAM OR LOCAL DISSEMINATION

The following airport conditions that may affect the safe operations of air carriers will be disseminated to the AFSS by NOTAM, or disseminated locally to the ATCT and airlines if AFSS will not accept the condition for NOTAM distribution:

1. Construction or maintenance activity on movement areas, safety areas, or apron areas.

2. Surface irregularities on movement areas or apron areas.

3. Snow, ice, slush, or water on movement areas or apron areas.

4. Snow piled or drifted on or near movement areas in such a height that all air carrier aircraft propellers, engine pods, rotors, and wingtips will not clear the snowdrift or snowbanks as the aircraft's landing gear traverses any full strength portion of the movement area.

5. Objects on the movement area.

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6. Objects in safety areas other than those required by function, and where the frangible point is over 3 inches above grade.

7. Potentially hazardous ruts, humps, depressions, holes or other surface variations in safety areas.

8. Malfunction of any required lighting system.

9. The following light outage conditions will be disseminated locally to the ATCT and the airlines:

   i. Less than 85% runway edge lights operable (95% Cat II and III).
   ii. Runway light outages that alter the basic pattern of the lighting system.
   iii. Less than 95% runway centerline lights operable. *(If installed)*
   iv. Less than 90% runway touchdown zone lights operable. *(If installed)*
   v. Two or more threshold lights out at a runway end.
   vi. Less than 85% taxiway edge lights operable.
   vii. Less than 90% taxiway centerline lights operable. *(If installed)*
   viii. Taxiway light outages that alter the basic pattern of the lighting system.
   ix. Inoperable signs under the following conditions:
      - Missing hold position sign or panel.
      - A taxiway guidance sign or panel is missing on a commonly used taxiing route where the taxiing route changes direction.
      - Missing or inoperable LAHSO hold sign.

10. Unresolved wildlife hazards.

11. Non-availability of any required rescue and firefighting capability.

12. Any other condition that may otherwise adversely affect the safe operations of air carriers.

D. NOTAM/AIRPORT CONDITION REPORTING RECORDS

A copy of the NOTAM/Condition Report form has been included as Attachment 339-1. The procedure for issuing NOTAMs/Airport Condition Reports is as follows:

1. A NOTAM/Airport Condition Report form will be completed prior to issuing the NOTAM to the AFSS, ATCT, and airlines.
2. Initials of personnel contacted will be recorded on the form along with time of notification.

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3. A copy of the NOTAM/Airport Condition Report will be faxed to the ATCT and airlines.

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Date:

Attachment 339-1
NOTAM/Airport Condition Report Form

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Date:

SECTION 341 -- IDENTIFYING, MARKING, & REPORTING CONSTRUCTION & UNSERVICEABLE AREAS

A. MARKING/LIGHTING OF CONSTRUCTION AREAS

Each construction area and unserviceable area on or adjacent to a movement area that may be used by air carrier aircraft will be marked and, if appropriate, lighted in a manner acceptable to the Administrator. Plans and specifications involving marking/lighting of construction areas and unserviceable areas will be submitted to FAA for approval for AIP funded projects. On airport construction projects not funded by AIP, a 7460-1, Notice of Proposed Construction or Alteration, will be submitted to the FAA. Advisory Circular 150/5370-2C, and the findings of the FAA aeronautical study, will be used as guidance for marking, and lighting where appropriate, construction areas and temporary unserviceable areas. Permanent unserviceable or closed areas will be marked in accordance with marking standards in AC 150/5340-1G, Standards for Airport Markings.

B. MARKING/LIGHTING OF CONSTRUCTION EQUIPMENT

Construction equipment and each construction roadway that may affect the safe movement of aircraft on the airport will be marked and, if appropriate, lighted in a manner acceptable to the Administrator. Plans and specifications involving marking and lighting of construction equipment and construction roadways will be submitted to the FAA for approval on AIP funded projects. On airport construction projects not funded by AIP, an FAA Form 7460-1, Notice of Proposed Construction or Alteration on an Airport, will be submitted to the FAA. Advisory Circular 150/5370-2, and the findings of the FAA aeronautical study, will be used as guidance for marking, lighting where appropriate, construction equipment and roadways.

C. MARKING/LIGHTING OF AREAS ADJACENT TO NAVAIDS

Any area adjacent to a NAVAID that could cause derogation of the signal or failure of the NAVAID, if traversed, will be marked and, if appropriate, lighted in a manner acceptable to the Administrator. Marking, and lighting, when appropriate, of areas adjacent to NAVAIDS will be accomplished by the contractor under the direction of the Airport Manager. The Airport Maintenance staff is responsible for monitoring construction activity on the airport to prevent construction equipment from traversing any areas adjacent to NAVAIDS that could cause derogation of signals.

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D. PROCEDURES FOR AVOIDING DAMAGE TO UTILITIES

Utility plans for airport utilities are on file in the Airport Manager's office. The location of any airport utility lines in the areas of construction will be marked by the Airport Maintenance staff prior to the start of construction. The Airport Maintenance staff is responsible for monitoring construction activity on the airport to prevent the interruption of utilities.

SECTION 343 -- NONCOMPLYING CONDITIONS

Unless otherwise authorized by the Administrator, whenever the requirements of subpart D of Title 14 CFR part 139 cannot be met to the extent that uncorrected unsafe conditions exist on the airport, the Plainville Municipal Airport will limit air carrier operations no those portions of the airport rendered unsafe by those conditions. Any unsatisfactory conditions discovered on the airport will be brought to the attention of the Airport Manager, or his designated representative, for appropriate action. If the Airport Manager, or his designated representative, determines that the unsatisfactory condition is unsafe for air carrier operations and cannot be immediately corrected that portion of the airport will be closed to air carrier operations.

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APPENDIX A -- WILDLIFE HAZARD MANAGEMENT PLAN

FAA Note:
Title 14 Code of Federal Regulations, part 139.337, Wildlife Hazard Management, prescribes the specific issues that a wildlife hazard management plan must address for FAA approval and inclusion in the ACM.

A wildlife hazard assessment, identified as an ecological study in part 139.337(a), is conducted by a wildlife damage management biologist. The assessment provides the scientific basis for the development, implementation, and refinement of a Wildlife Hazard Management Plan, if needed. Though parts of the wildlife hazard assessment may be incorporated directly in the Wildlife Hazard Management Plan, they are two separate documents. Part of the Wildlife Hazard Management Plan can be prepared by the biologist who conducts the wildlife hazard assessment. However, some parts can only be prepared by airport staff. For example, airport management assigns airport personnel responsibilities, commits airport funds, and purchases equipment and supplies. Airport management should request that the wildlife biologist review the finished plan prior to submitting it to the FAA for review and approval as an amendment to the Airport Certification Manual.

The wildlife damage management biologist's primary responsibilities are:

- ***to provide information on the wildlife attractants that have been identified on or near the airport,***
- ***to identify wildlife management techniques,***
- ***to prioritize appropriate mitigation measures,***
- ***to recommend necessary equipment and supplies, and***
- ***to identify training requirements for the airport personnel who will implement the Wildlife Hazard Management Plan.***

It is often helpful for the airport manager to appoint a Wildlife Hazard Management Group that has responsibility for the airport's wildlife management program. The biologist should assist the Wildlife Hazard Management Group with periodic evaluations of the plan and make recommendations for further refinements or modifications.

The following section details the requirements of part 139.337 (e) and (f) and how those requirements should be addressed in an FAA approved Wildlife Hazard Management Plan.

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139.337(e). The (wildlife hazard management) plan shall include at least the following :	The wildlife hazard management plan must include, and/or identify the responsibility of, and/or actions to be taken, –
139.337(e)(1). The persons who have authority and responsibility for implementing the plan.	Specific responsibilities for various sections of the wildlife hazard management plan must be assigned or delegated to various airport departments such as: Airport Director Operations Dept. Maintenance Dept. Security Dept. Planning Dept. Finance Dept. Wildlife Coordinator Wildlife Hazard Group Local law enforcement authorities that provide wildlife law enforcement and other support also have a role to play: State Fish and Game U. S. Fish and Wildlife Service City police County Sheriff
139.337(e)(2). Priorities for needed habitat modification and changes in land use identified in the ecological study with target dates for completion.	Attractants (food, cover, and water) identified in wildlife hazard assessment, with priorities for mitigation and completion dates. Attractants can be grouped by areas and ownership. (A list of completed habitat modification or other projects designed to reduce the wildlife/aircraft strike potential can be included, and provides a history of work already accomplished.) Airport property: Aircraft Operations Area (AOA). Within 2 miles of aircraft movement areas. Within 5 miles of aircraft movement areas. Airport structures Non-airport property Within 2 miles of aircraft movement areas. Within 5 miles of aircraft movement areas. Structures

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Habitat/population management recommendations	Management plans for specific areas, attractants, species, or situations, as identified in ecological study (wildlife hazard assessment). This section may include any or all of the following: Food/Prey-base Management Rodents Earthworms Insects Other prey Trash and debris - handling, storage. Handouts Species specific population management i.e. deer, gulls, geese, coyotes Repelling Exclusion Removal Habitat Management Vegetation Management AOA vegetation Drainage ditch(s) vegetation Landscaping Agriculture Water Management Permanent Water Wetlands Canals/drainage ditches Detention/retention ponds Sewage (glycol) treatment ponds Other water areas Ephemeral water Runways, taxiways, & aprons. Other wet areas Airport Buildings Airfield structures Abandoned structures Terminal Airport construction Resource Protection Exclusion Repelling Chemical Auditory Visual

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139.337(e)(3). Requirements for and, where applicable, copies of local, state and Federal wildlife control permits.	Wildlife can be protected at all levels of government – city, county, state, federal, or may not be protected at all, depending on location and species. Therefore the section should address the specific species involved and their legal status. Wildlife management permitting requirements and procedures (spelled out) Federal - 50 CFR parts 1 to 199. State - Fish and Game Code (or equivalent) City, county - ordinances If pesticides are to be used, then the following are also needed. Pesticide use regulations Federal- [Federal Insecticide, Fungicide, and Rodenticide Act, as amended (FIFRA)] State (varies by state) City/county (if applicable) Pesticide use licensing requirements State regulations
139.337(e)(4). Identification of resources to be provided by the certificate holder for implementation of the plan.	Lists identifying what the airport will supply in terms of: Personnel Time Equipment, (i.e. radios, vehicles, guns, traps). Supplies (i.e. shellcrackers, mylar tape) Wildlife Patrol Personnel Vehicle(s) Equipment Supplies Pesticides Restricted/non-restricted Application equipment Sources of Supply
139.337(e)(5). Procedures to be followed during air carries operations, including at least…	
139.337(e)(5)(i). Assignment of personnel responsibilities for implementing the procedures;	Who, when, what circumstances Wildlife Patrol Wildlife Coordinator Operations Dept. Maintenance Dept. Security Dept. Air Traffic Control

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139.337(e)(5)(ii). Conduct of physical inspections of the movement areas and other areas critical to wildlife hazard management sufficiently in advance of air carrier operations to allow time for wildlife controls to be effective;	Who, when, how, what circumstances -- Runway(s), taxiway(s), and ramp(s) sweeps, AOA monitoring Un-mitigated attractants
139.337(e)(5(iii). Wildlife control measures;	Who, what circumstances, when, how is the Wildlife Patrol contacted. Wildlife Patrol Bird Control repel capture kill Mammal control repel capture kill
139.337(e)(5)(iv). Communication between wildlife control personnel and any air traffic control tower in operation at the airport.	Communication procedures Training in communication procedures Equipment needed Radios, mobile phones, etc. Lights
139.337(e)(6). Periodic evaluation and review of the wildlife hazard management plan for:	At a minimum the airport operator should hold annual meetings, or after an event described in 139.337(a)(1 to 3), with representatives from all airport departments involved in the airport's wildlife hazard management efforts and the wildlife damage management biologist who did the original ecological study (wildlife hazard assessment).
139.337(e)(6)(i). Effectiveness in dealing with the wildlife hazard;	Input from all airport departments, ATC, wildlife biologist, as to effectiveness of plan. Good records are a must for evaluating the effectiveness of a program. Therefore need to know what records are kept, by who, how, where, and when.
139.337(e)(6(ii). Indications that the existence of the wildlife hazard, as previously described in the ecological study, should be reevaluated.	Wildlife seen on AOA Request for wildlife dispersal from Tower, pilots, or others Wildlife strike database and other records. Good records are a must.
139.337(e)(7). A training program to provide airport personnel with the knowledge and skills needed to carry out the wildlife hazard management plan required by paragraph (d) of this section.	Wildlife Patrol personnel training All airport personnel - wildlife hazard awareness training Pesticide use training and certification

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139.337(f). Notwithstanding the other requirements of this section, each certificate holder shall take immediate measures to alleviate wildlife hazards whenever they are detected.	Although not required as part of wildlife hazard management plan, this information should be included to fulfill part 139 requirements. Procedures and personnel responsibilities for notification regarding new or immediate hazards by and to: Wildlife Patrol Operations NOTAM issuance/cancellation criteria and procedures Maintenance Security Air Traffic Control Others Rapid response procedures for new or immediate hazards by: Wildlife Patrol Operations Maintenance Security Air Traffic Control Others
139.337(g). FAA Advisory Circulars in the 150 series contain standards and procedures for wildlife hazard management at airports which are acceptable to the Administrator.	AC 150/5200-33, *Hazardous Wildlife Attractants on or Near Airports*.

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APPENDIX B -- SNOW AND ICE REMOVAL PLAN

Refer to AC 150/5200-30A, Change 3, Airport Winter Safety and Operations, for assistance in developing a Snow and Ice Control Plan. The following plan an example of a fairly typical Index A airport.

RESPONSIBILITIES OF THE AIRPORT MAINTENANCE PERSONNEL

1. Airport Maintenance Personnel are responsible for the following:

   a. Checking with the Automated Flight Service Station about forecast conditions.

   b. Checking with passenger airlines about schedules and cancellations.

   c. Determining when snow removal operations shall begin based on an evaluation of existing and forecast weather conditions (generally before ice begins to form or when snow begins and prior to an accumulation of 2" of dry snow, 1" of wet snow or 1/4" slush).

   d. During snow and/or ice storms, maintaining a continual check of the Airport movement area for depth of snow, drifting snow, windrows or snow, ice, slush, status of snow removal operations and pavement friction.

   e. Issuing Notices to Airmen (NOTAM'S) to the FSS, and airlines prior to beginning snow removal operations.

   f. Issuing verbal Surface Condition Reports, to airlines and the FBO (Unicom operator).

      1) Indicating measure of braking action.
      2) When ridges or windrows or snow remain on or adjacent to the operational area
      3) When conditions change from those previously noted.
      4) When any conditions exist which are hazardous to aircraft operations.

2. The Airport Maintenance Supervisor will be responsible for the efficient operation of all snow and ice control equipment. All equipment will be personally inspected for proper operation, properly sheltered and fully ready for either snow or ice control. There shall be a 72-hour supply of both gasoline and diesel fuel on hand.

3. The Airport Manager and the Airport Maintenance Supervisor will be responsible for training new personnel and for evaluating snow removal operations after each storm.

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RESPONSIBILITIES OF SNOW REMOVAL CREW

All members of the snow/ice removal crew will be responsible for the following:

1. Familiarizing themselves with the Airport Snow and Ice Plan, Airport facilities and equipment.

2. Inspecting equipment before starting operations, refueling and lubrication according to manufacturers specifications during operations, reporting major equipment problems to the Airport Manager.

3. Monitoring radios on proper frequencies at all times before entering the Airport movement area and ramp area or informing AFSS of intentions, visually checking for air and ground traffic.

4. Reporting all problems or hazards to the Airport Maintenance Supervisor or the Airport Manager at once.

5. Exercising caution to prevent damage to, or burying any airfield lighting.

VEHICLES

1. All snow removal equipment used on the Airport movement area will be equipped with a two-way radio tuned to 123.0 MHZ during all hours of operation. Any malfunctioning radio shall be taken to the radio repair shop as soon as practicable for repairs.

2. All snow removal equipment shall be inspected before snow removal operations are completed.

3. The following pieces of equipment are available for snow removal operations.

	Type	Accessories
1)	Runway Plow (2)	14' High Speed Blade, V-Box Sander
2)	Runway Plow (1)	12' High Speed Blade
3)	Ramp Plow (1)	30' Rubber Edge Blade
4)	Pickup Truck (1)	8' Runway Blade
5)	Dump Truck (1)	Tail Gate Sander
6)	End Loader (1)	Dirt bucket, Snow Basket
7)	Snow Blower (1)	
8)	Motor Grader (1)	

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9) Tractor (1) Small Ramp Bucket

SNOW REMOVAL PRINCIPLES - RUNWAYS, TAXIWAYS AND RAMPS

1. Drifted or piled snow shall be removed from the Airport movement area and ramp surfaces as soon as practicable. Snow shall be positioned off the Airport movement area and ramp areas in such a manner that all aircraft propellers, engine pods, and wing tips will clear the snowdrifts and snowbanks when the aircraft's outermost landing gear traverses the edge of the full strength pavement of the movement areas.

2. Runway 2-20 is the instrument runway and will be cleaned first, along with the parallel taxiway. If the wind favors runway 13-31 or is forecast to favor runway 13-31, and if both ceiling and visibility are above minimums and expected to remain above minimums for runway 13-31, then consideration will be given to plowing runway 13-31 first.

3. Snow removal operations on the terminal ramp, the general aviation ramp and the aircraft T-hanger areas will begin as soon as practicable following completion of runway and parallel taxiway operation.

4. When snow removal on the primary areas is completed, then operations will commence on the remaining runways, taxiways, and ramp areas. While snow removal is underway in the secondary areas, the condition of the active runway will be monitored, and if continuing snowfall and/or drifting snow necessitates repeated plowing, operations on the secondary areas will be suspended and all equipment will be redirected to the primary areas.

5. The normal snow removal priority for equipment and personnel for snow removal will be as follows:

   1) Airport access roads
   2) Runway 2-20
   3) Taxiways A, B, C, & D
   4) Airline and GA Apron
   5) Runway 13-31
   6) Taxiway E
   7) T Hangars
   8) Parking lots
   9) Service roads to FAA radio towers/equipment

6. Airport Maintenance Personnel may suspend snow removal operations during periods of time when both ceiling and visibility are below minimums and equipment operators are endangered.

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SNOW REMOVAL PROCEDURES - RUNWAYS, TAXIWAYS, RAMPS

1. The initial snow plow cut(s) will be along the upwind runway edge with the windrow(s) being cast toward the downwind runway edge. Once the snow plows have plowed the runway the snow blower will cast the snow windrow over the downwind runway edge lights onto the runway safety area.

2. If conditions dictate and the snow blower is unable to work simultaneously with the snow plow(s), a windrow will be formed by the snow plow(s) on the pavement near the edge of the runway. The snow will then be cast behind the lights by the snow blower.

3. When wind conditions dictate, it may be necessary to plow the snow in one direction, from the up-wind side of the runway to the down-wind side of the runway.

4. The taxiways will be plowed in the same manner as the runways, taking care to prevent the piling or dribbling of snow when clearing intersecting pavement area.

5. Plowing of the airline ramp area will be in a westerly direction, beginning along the east side of the ramp and proceeding west.

SNOW REMOVAL PROCEDURES - STREETS AND PARKING LOTS

1. The tractor loader and motor grader will be assigned to the streets and parking lots.

ICE CONTROL PROCEDURES - RUNWAYS, TAXIWAYS, RAMPS

1. When forecast conditions are favorable for the formation of ice on pavement surfaces, the spreader will be prepared for operation.

2. When conditions are favorable for the formation of ice on pavement surfaces, the person on duty will monitor the pavement and air temperature to detect the initial formation of ice.

3. Upon detection of ice sand will be spread on the center one third of the active runway, the center portion of the principal associated taxiways, and the terminal ramp.

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Date:

4. Sand used on the apron and movement areas shall consist of washed granular mineral sand particles free of stones, clay, debris, slag and chloride salts or other corrosive substances. The pH of the water solution containing the material shall be approximately neutral (pH 7). Sand shall meet the following gradation using USA Standard Sieves conforming to ASTM E 11-81:

Sieve Designation	% by Weight Passing
8	100
80	0-2

If available, sand may include an additional sieve listed below for optimum performance on both warmer and colder ice that balances fine and coarse particles:

Sieve Designation	% by Weight Passing
8	100
30	20-50
80	0-2

5. Urea may also be used on ice which meets FAA approved specifications SAE AMS 1431A, *Compound, Solid Runway and Taxiway Deicing/Anti-icing* or MIL SPEC DOD-U10866D, *Urea-Technical*.

6. Paved areas will be continuously monitored to determine the need for plowing and/or sanding.

7. If braking action is reported as "nil" sand will be spread on the pavement immediately or as soon as practicable in an effort to improve braking action.

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CLEAN UP OPERATIONS

1. Airport Maintenance personnel will make periodic checks of the Airport movement area, ramp, streets, and parking lots to determine which areas remain to be cleaned and will set priorities for continuing operations. The availability of men and equipment permitting, clean up operations will continue until no deposits of snow, slush or ice remain on the Airport movement area, ramp and all streets and parking lots have been made safe for vehicular operation.

2. Tenants should forward all requests for assistance to the Airport Manager's office. The Airport Manager or the Airport Maintenance Supervisor will determine which requests will be honored and in what order.

3. Airport Maintenance personnel will keep the airlines and FBO informed at all times of snow removal operations and the expected time of completion.

COORDINATION WITH AFSS/ATCT

1. It is the desire of the Airport Manager to work between aircraft operations and to avoid closing an active runway, if conditions permit.

2. In the event that it is necessary to close an active runway, Airport management will seek to inform AFSS/ATCT ten (10) minutes before closing, unless safety considerations necessitate otherwise. Airport management will inform AFSS/ATCT of intentions five (5) minutes before planned reopening.

3. During snow removal operations, it may be necessary to restrict local and touch-and-go operations. Airport management will seek to give five (5) minutes advance notification to AFSS/ATCT, and the FBO.

SURFACE CONDITION CHECKS

1. Airport personnel will conduct periodic inspections of the Airport movement area as often as necessary, to assess pavement friction, depth of snow, ice, slush, piles and drifts.

2. A NOTAM will be issued to AFSS and copies distributed to FBO and airlines reporting the current Airport surface friction and conditions on the Airport movement area.

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3. When conducting friction surveys, runways are divided into three equal zones. These zones are the touchdown, midpoint, and rollout zones with a MU value reported for each zone. Runway friction surveys are conducted in the same direction as landing aircraft. When using the Tapley Meter a minimum of three braking tests are conducted for each runway zone and the MU values are averaged for each zone. For reporting purposes, the number is rounded to the nearest whole number for each zone and is reported to the ATCT or AFSS. The presence of snow & ice and the time is also reported for the runway.

4. Upon receipt of a "nil" braking action report from a pilot, the runway will be considered closed until airport maintenance can inspect the area as soon as practicable, to confirm or correct the report, and take necessary corrective action as soon as possible. If safety dictates, airport management may close the runway, taxiway or affected area.

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APPENDIX C -- AIRPORT EMERGENCY PLAN

Refer to AC 150/5200-31, Airport Emergency Plan, for assistance in developing an Airport Emergency Plan.

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APPENDIX D -- SIGN PLAN

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